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CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING NOTICE:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, August 2, 2012 at 9:30 a.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Boulevard, Cannon Building Second Floor Conference Room A Dover, Delaware

AMENDED AGENDA

(Amended items are denoted with an asterisk)

- 1.0 Call to Order
 - 1.1 Welcome New Committee Member, Barbara Brodoway
- 2.0 Review and Approval of Minutes
 - 2.1 Meeting Minutes – July 5, 2012
- 3.0 Unfinished Business
 - 3.1 Review Previously Tabled Instructor Applications
 - 3.1.1 Andrew Wetzel
Continuing Education:
Module 7 – Realtors Property Resource (RPR); ABR; e-Pro; SFR; SRES
 - 3.1.2 John Kerrigan
Continuing Education:
Module 7 – Lead; Radon; Water; Construction; Pest Control; Mold; Personality Typing;
NLP; Stucco

Pre-Licensing Course:
Real Estate Sales
 - *3.1.3 R. Matthew Longo
Continuing Education:
New Licensee Modules 1-4; Modules 1-7

Pre-Licensing Course:
Real Estate Law

Broker's Course:
Real Estate Documents; Legal & Governmental Aspects of Real Estate

*3.1.4 Edward Hatch

Continuing Education:

Module 7 – CRS 200; CRS 201; CRS 202; CRS 210; New Negotiating Edge;
Extraordinary Customer Service, CRB – Risky Business in Real Estate; CRB Customer
Service; Customer Service Referral Business

*3.1.5 Jane Patchell

Continuing Education:

New Licensee Module 1 – License & Statutory Law; Complaint Process; Ethics;
Sanctions/Monetary Awards; Professional Standards; All Other Topics

New Licensee Module 2 – DE Agreement of Sale; DUCIOA; Unauthorized Practice of
Law; VA/FHA Amendatory Language; Agency/CIS; Addenda – Short Sale/Must Sell;
Financing/Mortgages; All Other Topics

New Licensee Module 3 – DE Listing Agreement; Seller's Disclosure; DUCIOA –
Resale Certificate; Addenda; CIS; HUD-1; Disclosures – Radon/Lead; Buyer Agency;
All Other Topics

New Licensee Module 4 – Protection of Public; License and Statutory Law; Protection
of Property; Respect for Peers; All Other Topics

Module 1 – Legislation (Now & Then); Laws – CRA/HOPA/Megan's Law; Blockbusting;
Agency/CIS Requirements; Americans with Disabilities; Article 10-Code of Ethics; CIS-
Duties/Liability; Steering/Redlining; All Other Topics

Module 2 – License & Statutory Law; Ethical Real Estate Practice; Case Law &
Studies; Professional Standards; Complaint Process; Sanctions/Monetary Awards; All
Other Topics

Module 3 – All Real Estate Documents; Contract Remedies; Unauthorized Practice of
Law; Sale/Lease Contracts; Listing Agreements; Contract Elements/Breach;
Employment Agreements; All Other Topics

Module 4 – License Law/Continuing Ed; Records Maintenance; AntiTrust/ Ethics
Compliance, Escrow Accounts; Office Setup; Advertising/Signage;
RESPA/DREC/Agency Compliance; Overseeing Agents; Contract; Independent
Contractor Agreement; Forms/Policy & Procedures Manual

Module 5 – FED/DE Legislative Issues; Tax Ditches; DREC Seminar; BPO;
Disclosures; New Laws/Regulations; All Other Topics

Module 6 – Commercial Sales/Leasing; Landlord Tenant Code; Land Use Issues-
Zoning; Property Management; Rental – Long & Short Term/CIS; Ordinances &
Statutes; All Other Topics

Module 7 – Real Estate Law; Zoning/Subdivision/Variances; Home Owner Associations
– DUCIOA; Banking/Financing; All Other Legal Topics

Pre-Licensing Course:
Real Estate Law

Broker's Course:
Real Estate Documents; Legal & Governmental Aspects of Real Estate

4.0 New Business

4.1 Update from the Commission – Mr. Doyle

4.2 Review of Course Evaluations

4.3 Review of Course Provider Applications

4.3.1 Course Provider: Association of Realtors School

4.3.1.1 Course Title: CRS 200 – Business Planning & Marketing for the Residential Specialist
Credit Hours: 6.0
Modules: 6 & 7

4.3.2 Course Provider: The CE Shop

4.3.2.1 Course Title: Roadmap to Success: Business Planning for Real Estate
Credit Hours: 3.0
Module: 4

4.3.2.2 Course Title: Uncle Sam has Homes for Sale: Listing & Selling HUD Homes
Credit Hours: 3.0
Module: 3.0

4.3.3 Course Provider: Maryland Association of REALTORS

4.3.3.1 Course Title: How to Use the FHA 203K Program
Credit Hours: 1.5
Module: 7

4.3.3.2 Course Title: Foreclosures, Short Sales, REO's & Related Concepts
Credit Hours: 3.0
Module: 7

4.3.3.3 Course Title: Investment Property Buyers Market
Credit Hours: 3.0
Module: 7

4.3.3.4 Course Title: Investment Property Sellers Market
Credit Hours: 2.0
Module: 7

4.3.3.5 Course Title: Fair Housing
Credit Hours: 1.5
Module: 7

- 4.3.3.6 Course Title: Code Green – Green Building Briefing
Credit Hours: 3.0
Module: 7
- 4.3.3.7 Course Title: Reverse Mortgages – Financing Strategies for 62+ Clients
Credit Hours: 1.5
Module: 7
- 4.3.3.8 Course Title: Federal Programs & National Housing Initiatives
Credit Hours: 2.0
Module: 7
- 4.3.3.9 Course Title: Bridging the Gap
Credit Hours: 2.0
Module: 7

*4.3.4 Course Provider: Keller Williams Realty

- 4.3.4.1 Course Title: Practices of Real Estate
Credit Hours: 3.0
Module 6
- 4.3.4.2 Course Title: Home Staging Ins and Outs
Credit Hours: 3.0
Module: 7

*4.3.5 Course Provider: Delaware Association of REALTORS

- 4.3.5.1 Course Title: Module 1 – Agency & Fair Housing
Credit Hours: 3.0
Module: 1
- 4.3.5.2 Course Title: Module 2 – Professional Standards
Credit Hours: 3.0
Module: 2
- 4.3.5.3 Course Title: Module 3 – Real Estate Documents
Credit Hours: 3.0
Module: 3
- 4.3.5.4 Course Title: Module 4 – Office Management
Credit Hours: 3.0
Module: 4
- 4.3.5.5 Course Title: Module 5 – Legislative Issues
Credit Hours: 3.0
Module: 5
- 4.3.5.6 Course Title: Module 6 – Practices of Real Estate
Credit Hours: 3.0
Module: 6
- 4.3.5.7 Course Title: Module 6 – Practices of Real Estate
Credit Hours: 3.0

Module: 6

4.3.5.8 Course Title: Module 7 – Elective
Credit Hours: 3.0
Module: 7

4.3.5.9 Course Title: Module 7 – Elective
Credit Hours: 3.0
Module: 7

*4.3.6 Course Provider: Sussex County Association of REALTORS

4.3.6.1 Course Title: Module 7 – Social Media
Credit Hours: 3.0
Module: 7

*4.3.7 Course Provider: Central Delaware Real Estate Academy

4.3.7.1 Course Title: Contracts: The Foundation of Our Industry
Credit Hours: 3.0
Module: 3

4.3.7.2 Course Title: So You Want to Open an Office
Credit Hours: 3.0
Module: 4

4.3.7.3 Course Title: What's The Difference Between Business Ethics and Personal Ethics?
Credit Hours: 3.0
Module: New Licensee Module 1

4.3.7.4 Course Title: Contracts: The Foundation of Our Industry
Credit Hours: 3.0
Module: New Licensee Module 2

4.3.7.5 Course Title: Sign on the Dotted Lines
Credit Hours: 3.0
Module: New Licensee Module 3

4.3.7.6 Course Title: Do Unto Others
Credit Hours: 3.0
Module: New Licensee Module 4

4.4 Review of Instructor Applications

4.4.1 Allison Mooney
Continuing Education:
Module 7: Fair Housing; Professional Ethics in Practice

4.4.2 Thomas Lundstedt
Continuing Education:
Module 7: Investment Property Sellers Market; Investment Property Buyers Market

4.4.3 Thomas Dreschler

Continuing Education:
Module 7: Foreclosure; Short Sales; REO's & Related Concepts

4.4.4 Vito Simone

Continuing Education:
Module 7: How to Use the 203K Program

4.4.5 Stuart Kaplow

Continuing Education:
Module 7: Green Building

4.4.6 Steve Pearson

Continuing Education:
Module 7: Bridging the Gap; Federal Programs & National Incentives

4.4.7 Patricia Farrell

Continuing Education:
Module 7: Reverse Mortgages – Financing; Strategies for 62+ Clients

4.5 Review Requests for Amendments to Course Approvals

4.5.1 The Frederick Academy of Real Estate

- Real Estate Investment Fundamentals (Approval # 10311132, Expiring 10/31/13): Module 6
- Real Estate Hot Buttons & Issues (Approval # 10311133, Expiring 10/31/13): Module 6
- Charitable Giving Through Donations of Real Estate (Approval 10311131, Expiring 10/31/13): Module 6
- Short Sales Done the Right Way (Approval # 01311133, Expiring 1/31/13): Module 7
- Environmental Issues (Approval # 03311131, Expiring 03/31/13): Module 7
- Dispute Avoidance & Resolution (Approval # 03311133, Expiring 03/31/13): Module 7
- The Anatomy of a House – Condensed Version (Approval # 07311122, Expiring 7/31/2013): Module 7

4.5.2 The CE Shop

- Basics of Real Estate Taxation (Approval # 11301031, Expiring 11/30/12): Module 7
- Breaking Barriers: Fair Housing (Approval # 11301032, Expiring 11/30/12): Module 7
- Certified Short Sale Agent (Approval # 12311061, Expiring 12/31/12): Module 7
- Cracking the Code of Ethics (Approval # 11301033, Expiring 11/30/12): Module 2
- Diversity: Your Kaleidoscope of Clients (Approval # 11301034, Expiring 11/30/12): Module 7
- Foundations of Real Estate Finance (Approval # 11301035, Expiring 11/30/12): Module 7
- From Contract to Keys: The Mortgage Process (Approval # 11301036, Expiring 11/30/12): Module 3

- Keeping it Honest: Understanding Real Estate & Mortgage Fraud (Approval # 11301037, Expiring 11/30/12): Module 7
- Online Risk Management (Approval # 12311112, Expiring 12/31/13): Module 7
- Real Estate Investors & Your Business (Approval # 09301121, Expiring 9/30/13): Module 7
- Real Estate Technology: The Professionals Guide to Success (Approval # 11301039, Expiring 11/30/12) Module 7
- Seller Representative Specialist (SRS) (Approval # 12311111, Expiring 12/31/13): Module 7
- Selling to Your Sphere of Influence (Approval # 113010310, Expiring 11/30/12): Module 7
- Title & Escrow: Two Families One Transaction (Approval # 113010311, Expiring 11/30/12): Module 7
- Accredited Staging Professional (ASP) (Approval # 103111101, Expiring 10/31/13): Module 7
- At Home with Diversity (Approval # 0511226, Expiring 5/31/12): Module 2
- BPO's: The Agents Role in the Valuation Process (Approval # 06301230, Expiring 6/30/14): Module 5
- E-Pro Certification Program: Day 1 (Approval # 05311224, Expiring 5/31/14): Module 7
- E-Pro Certification Program: Day 2 (Approval # 05311225, Expiring 5/31/14): Module 7
- Real Estate Marketing Reboot: Innovate>Relate>Differentiate (Approval # 05311223, Expiring 5/31/14): Module 7
- RPR: Real Time Data, Market Knowledge, Informed Customers (Approval # 05311222, Expiring 5/31/14): Module 7
- Seniors Real Estate Specialist (SRES) Designation Course (Approval # 05311221, Expiring 5/31/14): Module 7

*4.5.3 Keller Williams Realty

- Salesperson Core Course (Approval # 03311261, Expiring 3/31/14): Module 1
- NAR Quadrennial Ethics Course (Approval # 01311212, Expiring 1/31/14): Module 2
- Broker's Core Course (Approval # 03311262, Expiring 3/31/14): Module 4
- Legislative Issues (Approval # 01311211, Expiring 1/31/14): Module 5
- Stucco – The Nitty Gritty (Approval # 02281211, Expiring 2/28/14): Module 7
- Home Inspections 101 (Approval # 04301161, Expiring 4/30/13): Module 7
- Environmental Issues and the Real Estate Transaction (Approval # 04301162, Expiring 4/30/13): Module 7

*4.5.4 Central Delaware Real Estate Academy

- Broker Core Course (Approval # 08311172, Expiring 8/31/23): Modules 1 & 2
- Salesperson Core Course (Approval # 0811171, Expiring 8/31/13): Module 1

- Legislative Update (Approval # 03311281, Expiring 8/31/14): Module 5
- DREC Property Management Course (Approval 103111111, Expiring 10/31/13): Modules 6 & 7

4.6 Review Requests for Amendments to Instructor Approvals

4.6.1 Michael McAllister

Amendment to Include Approvals for: Modules 1-7

4.6.2 Larry Tims

Amendment to Include Approvals for: Modules 1-7; New Salesperson Modules 1-4

4.6.3 Colin McGowan

Amendment to Include Approvals for: Modules 1-4, Module 5 – Agency; Module 5 – Bankruptcy; Module 5 – Deferred Exchanges and Capital Gains Tax; Module 6; Module 7 – Foreclosure; Module 7 – Practice of Appraising

4.6.4 Danielle Benson

Amendment to Include Approvals for: New Salesperson Modules 1-4

*4.6.5 Michael McGavisk

Amendment to Include Approvals for: Modules 1-7; New Salesperson Modules 1-4

*4.6.6 John Kerrigan

Amendment to Include Approval for Module 7

*4.6.7 Lisa Roddis

Amendment to Include Approval for Module 7

*4.6.8 Dee Hake Henderson

Amendment to Include Approvals for: Modules 1-7; New Salesperson Modules 1-4

*4.6.9 Arlene Benton

Amendment to Include Approvals for: Modules 1-7; New Salesperson Modules 1-4

*4.6.10 Roberta Jones

Amendment to Include Approvals for: Modules 1-7; New Salesperson Modules 1-4

*4.6.11 Andrew Taylor

Amendment to Include Approvals for: Modules 1-7; New Salesperson Modules 1-4

5.0 Correspondence

6.0 Other Business before the Committee (for discussion only)

7.0 Public Comment

8.0 Next Meeting – September 6, 2012

9.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.